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2 September 1982

MEMORANDUM FOR: Acting Director, Foreign Broadcast Information Service

FROM:

[redacted]
 Chief, Executive and Planning Staff

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SUBJECT:

Space Options Outside Key Building

1. In response to your request of a few days ago, this memorandum outlines the various options for space outside Key Building, in the Rosslyn area, which might be available to us should we choose to move an FBIS component or components. There may, of course, be other space not yet known to us; the Administrative Staff in coordination with RE&CD can continue the quest if you would like. For planning purposes, it appears a minimum of 5,000 square feet will be required over the course of the next two fiscal years, with 26 new Headquarters positions being added in FY 1983 and 25 in FY 1984. Unfortunately, none of the three options below, by itself, satisfies our needs.

2. In Ames Building as much as 4,400 square feet of office space could be available to us. The Spanish translation project, due to end within the next few months, occupies approximately 1,400 square feet. That area has been designated FBIS space and can be used as we see fit. Also in Ames, some 3,000 square feet will be vacated near the end of the year by another Agency office, which is moving to [redacted]. We have indicated an interest in it to the Office of Logistics, but it is also coveted by other Agency components in the Rosslyn area and we would not necessarily fall heir to it.

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3. FBIS Logs Officer [redacted] has explored with DCD the possibility of acquiring the 3,300 square feet in the [redacted] Building [redacted] which it wants to vacate. The footage occupies about one third of a floor and has a vaulted area for secure storage of documents. DCD has expressed an interest to [redacted] in allowing FBIS occupancy, but at the price of sharing the cost of moving the DCD office to another building. The exchanges on this have been informal; no commitments have been made and no estimates sought on the shared cost of the move.

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4. Yet another option is the 4,100 square feet on one floor available at 1701 N. Fort Myer Drive (the Japanese Steak House building). As [redacted] investigation was informal, we do not yet have leasing cost figures on the space. The management of the building indicated the space was available now, but stressed it may not remain vacant for an extended

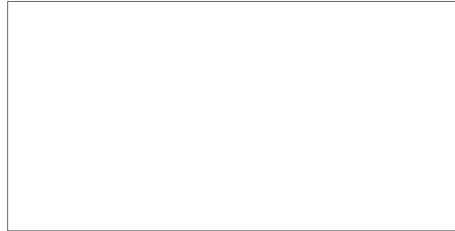
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period. While the building is privately owned, the Department of State has offices in it occupying three floors, with some of the elevators running only to those floors. I presume we could have a similar arrangement, perhaps piggybacking with State on existing protective service.



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